

Program A: Administrative

Program Authorization: Louisiana Constitution, Article IV, Section 9; R.S. 36:761, 764

Program Description

The mission of the Administrative Program is to provide the leadership, support, and oversight necessary to be responsible for and manage, direct, and ensure the effective and efficient operation of the programs within the Department of the Treasury, Office of State Treasurer, to the benefit of the public's interest.

The goals of the Administrative Program are:

1. To effectively manage through policy development, communication, and dissemination of information, the provision of legal services and support, and the overall coordination of all programs in the Department of Treasury, Office of State Treasurer.
2. To promote sound cash management programs which benefit the taxpayers of the State of Louisiana.

RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2001-2002	ACT 13 2002-2003	EXISTING 2002-2003	CONTINUATION 2003-2004	RECOMMENDED 2003-2004	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$428,203	\$364,193	\$364,193	\$365,940	\$278,932	(\$85,261)
STATE GENERAL FUND BY:						
Interagency Transfers	8,639	8,639	8,639	8,639	8,639	0
Fees & Self-gen. Revenues	1,745,533	2,507,878	2,507,878	2,540,039	2,560,635	52,757
Statutory Dedications	198,350	4,000,000	4,000,000	4,000,000	4,000,000	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
TOTAL MEANS OF FINANCING	\$2,380,725	\$6,880,710	\$6,880,710	\$6,914,618	\$6,848,206	(\$32,504)
EXPENDITURES & REQUEST:						
Salaries	\$981,662	\$960,994	\$960,994	\$978,925	\$998,851	\$37,857
Other Compensation	186,965	119,468	119,468	119,468	119,468	0
Related Benefits	190,974	170,954	177,843	258,760	241,224	63,381
Total Operating Expenses	594,572	421,062	446,603	456,944	446,603	0
Professional Services	161,373	266,513	266,513	266,513	266,513	0
Total Other Charges	253,213	4,912,144	4,879,714	4,834,008	4,775,547	(104,167)
Total Acq. & Major Repairs	11,966	29,575	29,575	0	0	(29,575)
TOTAL EXPENDITURES AND REQUEST	\$2,380,725	\$6,880,710	\$6,880,710	\$6,914,618	\$6,848,206	(\$32,504)
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	18	18	18	18	18	0
Unclassified	4	4	4	4	4	0
TOTAL	22	22	22	22	22	0

SOURCE OF FUNDING

This program is funded with State General Fund, Interagency Transfers, Fees and Self-generated Revenues and Statutory Dedications. Interagency Transfers are funded by fees collected from agencies that receive central depository banking services provided by the Treasurer. Fees and Self-generated Revenues are funded by State Bond Commission fees collected for review of the issuance of debt by private and public entities, Securities Lending Program fees received from investment income on certain debt obligations of the Federal Government, and Unclaimed Property fees collected pursuant to that function. Statutory Dedications are funded by the Incentive Fund by transfers from the General Fund.

	ACTUAL	ACT 13	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	2001-2002	2002-2003	2002-2003	2003-2004	2003-2004	OVER/(UNDER)
						EXISTING
Incentive Fund	\$198,350	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$0

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$364,193	\$6,880,710	22	ACT 13 FISCAL YEAR 2002-2003
			BA-7 TRANSACTIONS:
\$0	\$0	0	None
\$364,193	\$6,880,710	22	EXISTING OPERATING BUDGET - December 2, 2002
\$11,109	\$15,012	0	Annualization of FY 2002-2003 Classified State Employees Merit Increase
\$4,450	\$6,013	0	Classified State Employees Merit Increases for FY 2003-2004
(\$1,885)	(\$4,712)	0	Risk Management Adjustment
\$0	(\$29,575)	0	Non-Recurring Acquisitions & Major Repairs
\$147	\$147	0	UPS Fees
\$72,162	\$72,162	0	Salary Base Adjustment
(\$48,798)	(\$48,798)	0	Attrition Adjustment
(\$37,857)	(\$37,857)	0	Salary Funding from Other Line Items
\$7,590	\$15,710	0	Group Insurance Adjustment
(\$246)	(\$246)	0	Civil Service Fees
(\$72,104)	\$0	0	Executive Order MJF - 2002-29
(\$9,852)	(\$9,852)	0	Other Adjustments - Reduction to fund Group Benefits
(\$9,977)	(\$9,977)	0	Other Adjustments - Reduction to fund Retirement
\$0	(\$531)	0	Other Adjustments - Adjustment to Capitol Park Security Costs
\$278,932	\$6,848,206	22	TOTAL RECOMMENDED
\$0	\$0	0	LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS
\$278,932	\$6,848,206	22	BASE EXECUTIVE BUDGET FISCAL YEAR 2003-2004
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
\$0	\$0	0	TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE

MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
\$278,932	\$6,848,206	22	GRAND TOTAL RECOMMENDED

PROFESSIONAL SERVICES

\$135,000	Imaging of permanent records
\$110,680	Legal services
\$20,833	Computer Network
\$266,513	TOTAL PROFESSIONAL SERVICES

OTHER CHARGES

\$4,000,000	Incentives per R.S. 39:87.5: expenditures from the fund are approved by the Joint Legislative Committee on the Budget and submitted to Treasury for disbursement from the fund.
\$711,175	Payment for out-of-state auditors for audit of companies due monies to the state of Louisiana for LRS 9.
\$4,711,175	SUB-TOTAL OTHER CHARGES
	Interagency Transfers:
\$49,100	Attorney General for legal services
\$15,272	Payments for Legislative Auditor, Risk Management, Capitol Park Security, Civil Service, and Uniform Payroll System
\$64,372	SUB-TOTAL INTERAGENCY TRANSFERS
\$4,775,547	TOTAL OTHER CHARGES

ACQUISITIONS AND MAJOR REPAIRS

This program does not have funding recommended for Acquisitions and Major Repairs for Fiscal Year 2003-2004.